

GUIDANCE FOR THE USE OF PAVILIONS AT BENNETT AND MECKAUER PARKS

- ☐ **State of CT Rules for Gatherings:** Current gatherings are as follows, 25 people indoors and 100 people outdoors. (Religious, spiritual, and worship gatherings are limited to 25% of capacity or up to 100 people indoors, and a maximum of 150 people outdoors.) Please see [ct.gov](https://www.ct.gov) for updates on gathering size.
- ☐ **Preventing the Spread:** The best actions for preventing the spread of disease is good hand hygiene (washing with soap and water or using hand sanitizer with at least 60% alcohol) and staying at least 6 feet away from others. In addition, during the COVID-19 Pandemic the CDC and Gov. Lamont recommend wearing a cloth face covering when out in public. The cloth face cover is not a substitute for social distancing. Therefore, when wearing a mask continue to keep 6 feet between yourself and others. Finally instruct guests to stay home if they are not feeling well.
- ☐ **Cleaning, Sanitizing and Disinfecting:** Cleaning is removing dirt and substances like food crumbs. Cleaning usually uses soap and water and may or may not kill germs. Sanitizing reduces, not kills, the number and growth of bacteria, viruses, and fungi particularly where food preparation is done. Use protects specific to food preparation for sanitizing. Disinfecting kills microscopic organisms on surfaces. Disinfecting to prevent the spread of virus that causes COVID-19 should be done with products on the EPA N-list. Wear gloves, mask and eye protection when sanitizing and disinfecting.

RENTAL CHECK LIST BEFORE PREPARING FOOD

- ☐ Clean and sanitize all kitchen counters and the sink.
- ☐ Clean any tables used to prepare and serve food.
- ☐ Clean or cover tables used to consume food.

IF FOOD IS BEING SERVED

- ☐ Create 6 feet markings in any area where attendees may be waiting or standing.
- ☐ Place hand sanitizer at entrance or other places where attendee can use often.
- ☐ Tables should be arranged 6 feet apart. .
- ☐ Discontinue all self-serve foods (e.g. buffet, salad bar, drink stations, potlucks).
- ☐ Consider having catering make individual servings or ask attendee to bring their own salads or sides that are not shared.
- ☐ Silverware/Plasticware must be wrapped or packaged. Wear gloves when wrapping silverware. Consider asking attendees to bring their own utensils.
- ☐ Condiments should be single use packets.
- ☐ Attendees may sit 5 to a table and should avoid moving around without their mask/eating with different groups.

RENTAL CHECK LIST BEFORE YOU LEAVE

- ☐ Sweep and clean the kitchen floor.
- ☐ Sweep the floor in the indoor room.
- ☐ Clean the sink
- ☐ Remove all food and ice from refrigerator
- ☐ Turn **off** stove.
- ☐ Check bathrooms and clean up any mess.
- ☐ Sweep Pavilion
- ☐ Clean Picnic tables
- ☐ Pick up all garbage and place in dumpster
- ☐ Call Police Dept when you leave at 203-744-7900